



## Navigator Schools

### Special Meeting: Board Onboarding/Re-Boarding Study Session

Day 2

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#### Date and Time

Saturday September 17, 2022 at 9:00 AM PDT

#### Location

Gilroy Prep School

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This meeting will take place at Gilroy Prep School, 277 IOOF Avenue Gilroy, CA 95020. Members of the public are invited to attend.

Members of the public are invited to attend the meeting via Zoom at the following teleconference locations:

- Hayward Collegiate Charter School, 166 West Harder Road, Hayward, CA 94544
- Hollister Prep School, 881 Line Street, Hollister, CA 95023
- Watsonville Prep School, 407 Main Street, 2nd Floor, Watsonville, CA 95076
- 3410 Moraga Blvd, Lafayette, CA 94549

The Public Comments period included in the agenda is reserved for comments on items that are not listed on the agenda. Public comments on agenda items will be elicited by the the board chair as items arise following the order of the agenda. Members of the public attending online who wish to comment during the board meeting will use the online “raise hand” tool in Zoom when the chairperson elicits public comments.

Individual comments will be limited to three minutes. If an interpreter is needed, comments will be translated into English and the time limit shall be six minutes. At its discretion, the board may limit the total time allotted to public comments and set new time limits for individual comments. The board reserves the right to mute and remove a participant from the meeting if the participant unreasonably disrupts the meeting.

Requests for disability-related modifications or accommodations to participate in this public meeting should be submitted forty-eight hours prior to the meeting via [e-mail](#). All efforts will be made for reasonable accommodations. The agenda and public documents will be modified upon request as required by Section 202 of the Americans with Disabilities Act.

Fecha y hora: viernes 17 de septiembre de 2022 a las 9:00 a. m. PDT

Ubicación: Gilroy Prep School, 277 IOOF Avenue Gilroy, CA 95020

Los miembros del público están invitados a asistir.

Se invita a los miembros del público a asistir a la reunión a través de Zoom en los siguientes lugares de teleconferencia:

- Hayward Collegiate Charter School, 166 West Harder Road, Hayward, CA 94544
- Hollister Prep School, 881 Line Street, Hollister, CA 95023
- Watsonville Prep School, 407 Main Street, segundo piso, Watsonville, CA 95076
- 3410 Moraga Blvd, Lafayette, CA 94549

El período de comentarios públicos incluido en la agenda está reservado para comentarios sobre temas que no están incluidos en la agenda. Los comentarios públicos sobre los temas de la agenda serán obtenidos por el presidente de la junta a medida que surjan los temas siguiendo el orden de la agenda. Los miembros del público que asistan en línea que deseen hacer un comentario durante la junta utilizarán la herramienta en línea "levantar la mano" en Zoom cuando el presidente solicite comentarios públicos.

Los comentarios individuales se limitarán a tres minutos. Si se necesita un intérprete, los comentarios se traducirán al inglés y el tiempo límite será de seis minutos. A su discreción, la junta puede limitar el tiempo total asignado a los comentarios públicos y establecer nuevos límites de tiempo para los comentarios individuales. La junta se reserva el derecho de silenciar y remover a un participante de la reunión si el participante interrumpe la reunión sin razón.

Las solicitudes de modificaciones o adaptaciones relacionadas con la discapacidad para participar en esta reunión pública deben enviarse cuarenta y ocho horas antes de la reunión por correo electrónico. Se harán todos los esfuerzos para lograr adaptaciones razonables. La agenda y los documentos públicos se modificarán a petición de los interesados, según lo exige la Sección 202 de la Ley de Estadounidenses con Discapacidades.

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## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>9:00 AM</b>
Opening Items			

	Purpose	Presenter	Time
<b>A.</b> Record Attendance and Guests		Board Chair	2 m
The chairperson will direct S. Martin to confirm attendance via roll call.			
<b>B.</b> Call the Meeting to Order		Board Chair	1 m
<b>C.</b> Board Chair’s Opening Remarks		Board Chair	5 m
The chairperson will provide introductory remarks.			
<b>D.</b> Public Comments		Board Chair	5 m
The board will receive public comments regarding non-agenda items, if any, following expectations and time limits reviewed by the chairperson.			
<b>II. Topical Items (Part 1)</b>			<b>9:13 AM</b>
<b>A.</b> Board Member Agreements	Vote	Board Chair	15 m
The board will review and vote on the approval of annual Board Member Agreements.			
<b>III. Study Session</b>			<b>9:28 AM</b>
<b>A.</b> Study Session	Discuss	Board Chair	380 m
Board members and staff will engage in a Navigator Schools study session pertaining to board member onboarding and re-boarding.			
<b>IV. Topical Items (Part 2)</b>			<b>3:48 PM</b>
<b>A.</b> Hayward Collegiate HVAC System	Vote	Ami Ortiz	10 m
The board will consider a vote to approve a contract to install a heating, ventilation, and air conditioning (HVAC) system at Hayward Collegiate Charter School.			
<b>V. Closing Items</b>			<b>3:58 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Board Chair	2 m
Board members will vote to adjourn the meeting. Votes will be recorded via roll call.			

# Coversheet

## Hayward Collegiate HVAC System

**Section:** IV. Topical Items (Part 2)  
**Item:** A. Hayward Collegiate HVAC System  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Hayward Collegiate HVAC Agreement.pdf



Date: September 12, 2022  
To: Board of Directors of Navigator Schools  
From: Ami Ortiz  
Subject: Hayward Collegiate HVAC Agreement

### **Background**

The operations team has been working diligently at Hayward Collegiate to make sure that students and staff are safe and healthy. One major component of that is upgrading the old HVAC system on one wing and installing a new HVAC system in the social hall and other wing of classrooms. We have been working with a project manager, Mary Bates, to ensure that we stay in compliance and get the proper quotes. Please see her request to go with Bay Area Climate below. It is important to get the HVAC system working properly with cooling and heating so that our students and staff are in a comfortable setting for learning. This past week, during the heatwave, we had classrooms reaching 97 degrees and had to move to minimum days for the rest of the week, to avoid heat exhaustion.

Here are the three HVAC replacement bids.

1 - Bay Area Climate Control = \$61,900

2 - BA Morrison = \$145,517

3 - City Mechanical = \$118,615

### **Recommendation**

It is recommended that the Board authorize the CEO to execute the agreement with Bay Area Climate.

Attachments:

-Bay Area Climate Control Agreement



# BAY AREA CLIMATE CONTROL

## Proposal & Agreement

1930 W. Winton Ave. Unit 4  
Hayward CA, 94545  
P: 510-477-6793  
F: 510-785-4822

Lic# 952160

www.BayAreaClimateControl.com

Customer Hayward collegiate charter school Date 8/22/22 Job # \_\_\_\_\_  
Street Address 166 W. HARDER RD Phone \_\_\_\_\_  
City Hayward State Ca Zip 94544 Email \_\_\_\_\_

Removal of Existing Equipment / Haul Away Number of Days to Complete Install: \_\_\_\_\_ Number of Installers: \_\_\_\_\_ Install Date: \_\_\_\_\_  
Home SqFt: \_\_\_\_\_ 1 Story: \_\_\_\_\_ 2 Story: \_\_\_\_\_ Number of Bedrooms: \_\_\_\_\_ House Under Construction: YES / NO  
Need Co2 Detectors: \_\_\_\_\_ Need Smoke Detectors: \_\_\_\_\_ Home has Smoke & Co2 Detectors: \_\_\_\_\_ Number of HVAC Systems: \_\_\_\_\_

### FURNACE MODEL # S8X1B080M4PTCA (classes A,B,C)

Series  Comfort  Performance  Infinity

Carrier  American Standard  Other \_\_\_\_\_  80%  95%  96%  Single Stage  2 Stage Variable Speed  
 Up flow  Down flow  Horizontal  Closet  Garage  Attic  Basement  Suspended Under the House  BTU's \_\_\_\_\_  
 Filter Box \_\_\_\_\_  Filter Grill \_\_\_\_\_  Raised Return Plenum \_\_\_\_\_  New Supply Plenum \_\_\_\_\_  New Attic Access  
 Enlarge Floor Access  Enlarge Attic Access  New Attic Plywood Platform  Crawl Space/ Attic Access Light  Condensation Drain Line  
 New Gas Line \_\_\_\_\_ Ft  New Dual Wall Flue  New PVC Flue  Flue Tie in Water Heater  Transite Flue  Hold Down Plate  BW Kit  
 Reconnect to Existing Gas Line / Replace Gas Valve/ Flex Line  SSU Electrical Switch  Reconnect to Existing Electrical Line  NEW 110V Circuit  
 General Contractor will Prep Gas  General Contractor will Prep All Electrical  Existing Furnace Size Height \_\_\_\_\_ Width \_\_\_\_\_

### COIL/ AIR HANDLER MODEL # 4txcb003ds3hca ADP Carrier ASPEN PLENUM COIL

Down Flow  Up Flow  Horizontal  3 Ton  4 Ton  5 Ton  Other Tons \_\_\_\_\_  Heat Strips \_\_\_\_\_

### A/C MODEL # 4A7A6036J1000A

Series  Comfort  Performance  Infinity

Carrier  American Standard  14 SEER  16 SEER  \_\_\_\_\_ SEER  Heat Pump  1 Stage  2 Stage V  
 2 TON  2.5 TON  3 TON  3.5 TON  4 TON  5 TON  Other TONS \_\_\_\_\_  
 Backyard  Side Yard  Roof  Crane Needed  New 4x4 Sleepers  Condenser Pad Size \_\_\_\_\_  
Electrical Panel Brand:  Murray  Square D Homeline  Square D QO  Stablock  Zinsco  Other: \_\_\_\_\_  
 240V  460V  1 Phase  3 Phase  GFCI within 25' of A/C  
 NEW 240V Circuit with Electrical Disconnect/ Whip  Replace Electrical Disconnect/ Whip  Reconnect to Existing Electrical Disconnect  
 New Condensate Drain  Reconnect Existing Drain Line  New Condensate Pump  Secondary Drain Pan with Safety Drain Switch  French Drain Pit  
 Reconnect Existing Copper lineset  New Copper lineset 40 ft  3/4  7/8  1 1/8  New Lineset Cover Flashing / Ft: \_\_\_\_\_  
 Package Unit \_\_\_\_\_  Gas Unit  Roof Curb Needed  Roof Curb Adaptor \_\_\_\_\_

### THERMOSTAT

Honeywell 1H/1C  Honeywell 2H/2C  Honeywell Lyric WiFi  NEST WiFi  NEST E WiFi  Carrier Infinity Communicating WiFi  Carrier \_\_\_\_\_  
 EcoBee W/Sensor  Extra Sensors \_\_\_\_\_  EcoBee Lite  Use Existing Thermostat  Other \_\_\_\_\_

### DUCTLESS OUTDOOR MODEL # MUZ-GL24NA-U2 (x3) chapel

### INDOOR MODEL # 1 MSZ-GL24NA(X3) chapel

Mitsubishi  \_\_\_\_\_ 2 MUZ-FS18NA(X3) classes D, E, F  
 Heat Pump  Cooling Only 4  
 Single Zone  Multi Zone  Wall Mount  Ducted Unit  Ceiling Cassette  Baseboard Unit  Air Handler BTU's: \_\_\_\_\_ TONS: \_\_\_\_\_  
 NEW 110V Circuit  NEW 220V Circuit  New Condensate Drain  New Condensate Pump  Remote Control Thermostat  
 New Copper lineset 1/4 3/8 1/2 5/8  New Lineset Cover Flashing / Ft: \_\_\_\_\_  Wall Mount Thermostat \_\_\_\_\_





# BAY AREA CLIMATE CONTROL

## Proposal & Agreement

JOB # \_\_\_\_\_

Lic# 952160

### DUCTWORK

\*\*\*All Ductwork is R-6 Insulated Unless Marked Otherwise

\*\*\*All Ductwork is Installed With Manual Airflow Dampers

Replace  Cut in  Ceiling  Floor New Supply Ducts # of Vents \_\_\_\_\_ New Return Air Intake# of Vents \_\_\_\_\_  Return Duct Size \_\_\_\_\_

Flex Duct  AlumFlex  KD Hard Pipe  Flat Stack  New Grills  Use Existing Grills  New Return Opening Size \_\_\_\_\_ Sidewall \_\_\_\_\_

Existing Boot Sizes \_\_\_\_\_  Remove Existing Ductwork and Haul Away \_\_\_\_\_ Ceiling \_\_\_\_\_ Floor \_\_\_\_\_

Plastic Needed  Wet Under House  Tight Crawl Space  System has Asbestos  Asbestos Removal  Seal All Boots

### Indoor Air Quality

2" Pleated MERV 13 Filter  April Air MERV \_\_\_\_\_  Dehumidifier  Humidifier  Energy Recovery Ventilator  iWave-R Air Purifier

ActivTek Air Scrubber Ultra Violet Light Other: \_\_\_\_\_ Model # \_\_\_\_\_

Quiet Cool Whole House Fan  Quiet Cool Gable Fan  Quiet Cool Roofmount Acttic Fan Controls: RF Control \_\_\_\_\_ Hardwired \_\_\_\_\_

Need New 110v outlet  Existing 110v outlet  Replace Existing  Model # \_\_\_\_\_

Residential "Elite Customer" Maintenance Plan Furnace \_\_\_\_\_ units A/C \_\_\_\_\_ units Heat Pump \_\_\_\_\_ units Ductless \_\_\_\_\_ units

Notes Classrooms D,E,F: Install three Mitsubishi FS 18k btu wall unit for each of the three classrooms. Install three Mitsubishi 18k btu heat pumps on roof. Includes copper lines, heat pump pads. Hand held remotes.(23,800.00)

Classrooms A, B, C,: Replace furnace, add ac :Install 80%, 80k btu American standard furnace in closet. . Install 16 seer 3 ton American standard ac system, includes coil, condenser on roof, copper lines and ac pad New thermostat (13,800.00)

Chapel: Install three Mitsubishi 24k GL walll units. Install three Mitsubishi 24k heat pumps on roof, includes copper lines, heat pump pads. Hand held remotes.(24,300.00)

\*\*\* Rough Patching and New Access **DO NOT** Include Finished Texture and Paint, Including Around New Thermostats.

### WARRANTY

Labor 2 Yrs Parts 10 Yrs Coil 10 Yrs Compressor 10 Yrs Heat Exchanger 20 Yrs

#### Acceptance of the proposal :

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorizing Bay Area Climate Control to do all the work specified. Payment will be made as outlined in the proposal agreement.

**Customer agrees to pay a 15% Service Fee on Amounts 30 days past due of Installation Completion Date.**

Permits  HERS Testing / Title 24 **Permit extra**

Asbestos Abatement provided by Third Party. Paid Directly to Abatement Company

Financing / Pace Program

**Minimun 10% Deposit to be collected at the time of contract signature approval. Balance Due Upon Completion Date of the Installation City inspection will be scheduled for a pending date after installation completion.**

Sub Total: 61,900.00

Asbestos Abatement: \_\_\_\_\_

Discount: \_\_\_\_\_

Deposit Paid: \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Total : \$ 61,900.00**

BACC Signature: *[Signature]* Date \_\_\_\_\_

Customer Signature: \_\_\_\_\_ Date \_\_\_\_\_

Terms: Balance is due upon completion date of the work agreed listed above. Customer agrees to pay a 15% service fee on amounts 30 days past due of completion date. You the buyer may cancel this agreement at anytime prior to midnight of the third business day after the date signed above. This offer expires in 60 days form the date issued if not accepted. All agreements are contingent upon strikes, accidents or delays beyond our control. Owners are to carry fire, and other necessary insurance. Our workers are fully covered by workers compensation insurance. In the case of a lawsuit with BACC ruled that BACC is not at fault, the Customer agrees to pay all court and attorney fees as a result to the loss of business and fees.